

LYNDON CITY COUNCIL
REGULAR MEETING MINUTES OF
March 2, 2020

The Lyndon City Council met in regular session on Monday, March 2, 2020, 7:00 p.m., at City Hall.

1. CALL TO ORDER: Mayor Morrison called the meeting to order.

- a) ROLL CALL: City Clerk called roll of the City Council. Mayor Steve Morrison and members Lynn Atchison, Doug Harty, Kevin Heit, Darin Schmitt and Katie Shepard (7:15) present.
- b) City Staff present: Pat Walsh, City Attorney; Julie Stutzman, City Clerk; Darrel Manning, Law Enforcement Supervisor; and Scott Culley; Public Works; and Patrol Officer David Forkenbrock.

Others Present: John Welch, CPA; Brett Lewis; Janice Thomas; Harold Bare; Carla Sloop; and Gene Hirt.

2. APPROVAL OF MINUTES OF PREVIOUS MEETING:

- a) Harty made the motion to approve the regular meeting minutes of February 17, 2020 as written. Atchison seconded; motion carried.

3. CONSENT AGENDA:

- a) Approval of Bills: Harty made the motion to approve the bills as set forth. Schmitt seconded; motion carried.

4. PUBLIC COMMENTS: Gene Hirt stated the Car Show is scheduled for June 20, 2020. He stated he will be attending with Greg Thill at a future meeting to ask for gravel at the city park.

Mr. Hirt also talked about the Community Softball Fundraiser Cookout on March 20th. Tickets are \$5.00 each for the event which gets you a hamburger, chips and a drink. He voiced his concern with regards to the lighting project being done during this event.

Mr. Hirt also voiced his concerns about the drainage on the alley at East 4th Street.

Carla Sloop spoke about USD 421 Community Service days on Thursday, March 26 and Friday, March 27. Mrs. Sloop stated, according to Principle Smith, on Thursday there will be approximately 45-50 students available in the morning, approximately 70-80 students in the afternoon and on Friday the whole student body will be available to help with community projects. As of this date, there has only been one resident who has signed up for help. Mrs. Sloop asked if there was a place for yard debris and noted that she and her husband were willing to take that to their farm for a bonfire. She stated they have two trucks and trailers available on both days.

Janice Thomas submitted a letter to the Council in regards to using the Community Center on the first and third Thursday of each month to play cards. The letter requests use of the Community Center at .50 cents per person. After much discussion, Schmitt made the

motion for the city to sponsor pitch games for senior citizens on the first and third Thursday of every month at the community center. Heit seconded; motion carried. No fees will be charged for the building and players cannot be charged a donation fee. Mrs. Thomas thanked the Council.

5. CORRESPONDENCE TO COUNCIL:

- Copy of a letter from MediaCom regarding channel line-up changes for residents.

6. UNFINISHED BUSINESS:

- AUDIT REPRESENTATION LETTER: Harty made the motion to approve and authorize the Mayor and Council President to sign the representation letter from the auditor. Heit seconded; motion carried.
- AUDIT PRESENTATION: John Welch, CPA presented the audit and single project audit for the City of Lyndon ending fiscal year December 31, 2019 for all city funds.
- FINANCE BIDS: The City Clerk stated the City received bids from Lyndon State Bank and Citizens State Bank in regards to obtaining financing for the ballfield lighting at Jones Park. She stated both bids were received before the date and time stated in the bid request. Option 1 is for a 6-year loan with the maturity date of 2026 and Option 2 is a 9-year loan with a maturity date of 2029. Lyndon State Bank submitted the interest rate of 3.85% for both options and Citizens State Bank submitted 3.89% for option 1 and 4.69% for option 2. After brief discussion, Harty made the motion to accept the bid from Lyndon State Bank. Schmitt seconded; motion carried. The City Attorney stated that he will have Attorney Michael Coffman review the contract once it is written due to his affiliation with Lyndon State Bank.
- HANDHELD PURCHASE: The Maintenance Supervisor provided Council with an updated price for replacement of the handheld. The handheld is comparable to the one the city already has and the cost of replacement is \$8,195.00, however, with trade in the cost would be \$5,995.00. The new handheld will have a two-year warranty. Shepard made the motion to approve the purchase of the new handheld from Core & Main in the amount of \$5,995.00 which will be paid from the Equipment Reserve. Heit seconded; motion carried.

7. NEW BUSINESS:

- ANNUAL KDWPT ASSURANCE STATEMENT: The Council received a copy of the annual assurance statement for approval. Schmitt made the motion to authorize the Mayor to sign the Kansas Department of Wildlife, Park and Tourism Annual Assurance Statement for Jones Park. Shepard seconded; motion carried.
- ANNUAL INSURANCE RENEWAL: The City Clerk stated the annual insurance premium is due April 1, 2020 and stated the cost for 2020 is \$55,568.00. It was noted that she nor the Maintenance Supervisor have not had time to review the equipment or building coverage. Council tabled the matter to allow time to review the policy.

- c) ANNUAL MODERN AIR MAINTENANCE AGREEMENT FOR CITY HALL AND COMMUNITY CENTER: The Council received a copy of the Modern Air Agreement for preventative maintenance on the HVAC systems at City Hall and the Lyndon Community Center. The maintenance cost for the community center is \$478 and \$637.00 for City Hall. It was consensus of the Council to table the matter in order to obtain quotes from other companies for the service.
- d) GRASSHOPPER MOWER PURCHASE: The Maintenance Supervisor provided quotes from McConnell Machinery, Moridge Manufacturing, and Tarwater Farm and Home. The quotes are for a 729 T Mower tractor and prices were submitted as follows: McConnell \$8,418.00; Moridge Manufacturing \$9,999.63; and Tarwater \$10,341.82 which were the cost after trade-in of the current city mower. Atchison made the motion to approve and purchase the mower from McConnell Machinery. Heit seconded; motion carried.
- e) PD BREATHALYZER REPAIR ESTIMATES: The Council received a copy of cost estimates from CMI Inc to repair the two PBTs for the Police Department. It was noted that one of the PBTs is almost 2 years old and the other is maybe 13 years old. Mayor Morrison asked what the replacement cost is and is approximately \$700. The cost to repair each is approximately \$75 - \$225 in materials and \$89 each for labor for a max cost of \$605. After brief discussion, Atchison made the motion to repair the newer of the PBT and to hold off on repair of the PBT that is over ten years old at this time to allow for research on obtaining a new one. Harty seconded; motion carried.
- f) EASTER EGG HUNT DONATION: The City Clerk stated the Easter Egg Hunt is scheduled for Saturday, April 4 at 10 a.m. at the Lyndon High School football field. She stated in the past the Pride/City had donated 50 pool coupons for the event. It was consensus of the Council to donate the passes for the Easter egg hunt.
- g) MUSCO LIGHTING SPECS: The Council received a copy of the specifications for the new lighting system from Musco for informational purposes. No action was needed or taken by the Council.

8. STAFF REPORTS:

- a) POLICE: Council received the Officer's Activity report for February 25 to February 29, 2020.
- b) PUBLIC WORKS: Council received a copy of the Maintenance Report from February 17 to March 2, 2020.

Mayor Morrison asked about the water leak on 7th Street and the Maintenance Supervisor stated it is a small leak on a 3/4 inch line in the ditch. The Maintenance Supervisor stated that Dig Safe has been called the leak will be fixed on Thursday.

It was noted that the State burn permit has been approved and the Maintenance Supervisor stated he has a little more work to be done out at the lagoon site before opening that for use. Atchison stated there would need to be more discussion on how the area will be monitored and how access is provided to residents.

- c) PLANNING AND ZONING: Council received a copy of the commission meeting minutes from February 3, 2020.
- d) CITY CLERK: Ads for summer hiring will be sent out soon for pool and maintenance.

Attending court clerk conference in Wichita Thursday, March 5 and Friday, March 6 so will be out of the office those days.

Briefly discussed the issue with the bill printer compatibility with Windows 10 and will have to get a new bill design in the future.

The water use report was completed and submitted on time. The City's water loss for 2019 was only 10% which is below the State limit of 18%.

9. COUNCIL/MAYOR COMMENTS AND REPORTS:

Mayor Morrison spoke briefly about summer hiring and the need to get someone for mowing this year.

10. EXECUTIVE SESSION: At 9:04 p.m. Schmitt made the motion to recess to executive session for attorney-client privilege for 10 minutes with the City Attorney attending. Shepard seconded; motion carried. At 9:14 p.m. Council reconvened with no action taken.

At 9:15 p.m. Atchison made the motion to recess to executive session for 10 minutes for non-elected personnel with the City Attorney attending. Shepard seconded; motion carried. At 9:25 p.m. Council reconvened with no action taken.

11. ADJOURNMENT: Schmitt made the motion to adjourn to Monday, March 16, 2020 for regular meeting. Shepard seconded; motion carried.

Respectfully submitted,



Julie Stutzman, CMC
City Clerk

Approved by the governing body on March 14, 2020.

Attest:



Julie Stutzman, CMC
City Clerk

